


Environmental Standard Operating Procedure			
Originating Office: Natural Resources Environmental Affairs Office	Revision: 1 March 2013 Supersedes: 01 January 2010	Prepared By: NREA, Subject Matter Expert (SME)	Approved By: Water Resources Manager 
File Name: OWS-ESOP	Effective Date: 01 October 2014		Document Owner: NREA

Title: Oil/Water Separators

1.0 PURPOSE

The purpose of this Environmental Standard Operating Procedure (ESOP) is to provide environmental guidelines for the operation and management of oil/water separators.

2.0 APPLICATION

This guidance applies to those individuals working with oil/water separators aboard MCAGCC.

3.0 REFERENCES

- 40 CFR 403
- Clean Water Act
- **Regional Water Quality Control Board (RWQCB) Waste Discharge Requirements (WDR) and Monitoring and Reporting Forms for USMC Mainside Wastewater Treatment Plant**
- **Environmental Standard Operating Procedures (ESOP) for Vehicle Wash Racks**
- **Combat Center Order 5090.5B, Subject: Integrated Contingency and Operations Plans (ICOP) for Marine Corps Air Ground Combat Center**
- **Storm Water Discharge Management Plan (SDMP)**

Documents that are controlled by MCAGCC, MAGTFTC in accordance with *EMP-12, Document Control*, are shown in **bold**.

4.0 PROCEDURE

4.1 Discussion:

Washing and cleaning is an essential element of vehicle and equipment maintenance, and is critical to the mission of MCAGCC, MAGTFTC. However, wastewater from vehicle and equipment washing is typically contaminated with sediment (sand, dirt, grit, mud, and similar materials) and oil/fuel. Sediment and oil/fuel can interfere with the performance of MCAGCC, MAGTFTC wastewater collection and treatment systems. To prevent this, each wash rack aboard MCAGCC, MAGTFTC discharges to Oil/Water separator (OWS) to remove oils and sediment. To ensure OWS operate effectively, they must be periodically inspected and cleaned, and certain activities must be prohibited on wash racks.

4.2 Operational Controls:

The following procedures apply:

1. Disposal or dumping of any materials or wastes such as Petroleum, Oil, and Lubricants (POLs) or water contaminated with POLs, antifreeze, solvents, and paints are prohibited.

2. Soaps, detergents, cleansers, degreasers, or solvents are prohibited from use on wash racks unless specifically authorized in writing by Natural Resource Environmental Affairs, Water Resources Office.
3. Perform repairs and maintenance to OWSs in accordance with established PWD procedures and NREA ESOP
4. Weekly inspections of each OWS shall be conducted and maintained on file for no less than three years. The enclosed check list may be used to satisfy this requirement.
5. A turnover folder containing this ESOP and other pertinent environmental information shall be maintained and passed down from ECC to ECC replacement.
6. If there are specific situations or other concerns not addressed by this procedure, contact MCAGCC Natural Resource Environmental Affairs, Water Resources Office (760-830-7883).

4.3 Documentation and Record Keeping:

The following records must be maintained:

1. Inspection and training records maintained on file for no less than three years.
2. Service or maintenance records and work request tracking information for each OWS.

4.4 Training:

All affected personnel must be trained in this Environmental Standard Operating Procedure and the following:

1. General Environmental Awareness Training
2. Aircraft Washing ESOP
3. Vehicle Wash Rack ESOP

4.5 Emergency Preparedness and Response Procedures:

Refer to Combat Center Order 5090.5B, Subject: Integrated Contingency and Operations Plans (ICOP) for MCAGCC, MAGTFTC and MCAGCC, MAGTFTC Environmental Compliance and Protection Standard Operating Procedure

4.6 Inspection and Corrective Action:

The Environmental Compliance Coordinator (ECC) shall ensure the designation of personnel to perform inspections. The ECC shall ensure immediate corrective action for deficiencies noted during weekly inspections. Actions taken to correct each deficiency shall be recorded on the weekly inspection sheet (including Work Request number(s)). Designated personnel shall conduct weekly inspections using this ESOP as guidance.

Oil/Water Separator – ECC/Unit Inspection Checklist	
Date:	Time:
Installation:	Work Center:
Inspector's Name:	Signature:

Inspection Items	Yes	No	Comments/Action
1. Are general housekeeping and separator conditions satisfactory (i.e., no ground discoloration, trash or odors/chemical smell or excessive oil sheen)?			
2. Is there any evidence of spills or overflows of the OWS?			
3. Is there evidence of any other substance (i.e., detergents, solvents, antifreeze, etc.) present in the OWS?			
4. Is the rope skimmer operating and effectively removing oil?			
5. Is there a minimal amount of oil in the final stage of separator?			
6. Is documentation available to ascertain that a proper maintenance and/or pumping schedule (i.e., logbook showing weekly inspection of OWS fluid levels, Work Request for pumping, etc.) is accomplished?			
7. Are any access doors free of leaks?			
8. Is the OWS pumping station operating properly?			
9. Are training and inspection records maintained and available for inspection?			

ADDITIONAL COMMENTS:

CORRECTIVE ACTION(S) TAKEN:

Environmental Compliance Coordinator

Name: _____
Signature: _____
Date: _____